



DURHAM CITY-COUNTY APPEARANCE COMMISSION

MINUTES

May 16, 2018, 6:00pm
Committee Room GA, Ground Floor, City Hall
101 City Hall Plaza, Durham, NC

I. Call to Order

- a. Members Present: Mike Miller-Chair(MM), Fred Jernigan-VChair(FJ), Erik Mehlman-Sec(EM), Ellen Weinstein(EW), Mitch Tuchman(MT), Marc Reibold(MR), Lyn McClay(LM), Miguel Jackson(MJ), Rick Crawford(RC), Pam Porter(PP), Leslie Mason (LM)
- b. Members Absent (Excused): None
- c. Members Absent/Tardy: Alvaro Quintana(AQ)
- d. Staff Liaison: Matthew Filter(MF)

II. Approval of Minutes

III. Adjustments to the Agenda

IV. Treasurer's Report

- a. CCPD - \$218.53
- b. KDB - \$2299.84

V. Discussion: 2018 Retreat

- a. Meeting next month as usual at 6pm
- b. It will run later than normal – maybe 9pm or so
- c. Food will be provided
 - i. Dietary restrictions – none of note
 - ii. Pizza, salad, vegetarian option pizza, soda, water
- d. Review By-Laws and Inter-Local Agreement before retreat
- e. MF will distribute Chapter 4 of Comprehensive Plan
- f. Ideas for retreat
 - i. Bring 2-3 ideas
 - ii. Examine what we have executed this past year and positives and negatives
 - iii. What should continue?
 - iv. What should change?

VI. Committee Reports

- a. Golden Leaf Committee
 - i. MM presents “day after thoughts” on GLA
 - ii. How do we increase applicants and projects submittals?
 - 1. Commission nominations?

- iii. How do we increase attendance?
 - 1. Piggy back with other events
- iv. What are the awards? How many and what do we spend?
- v. Need to weave new committee members in on a yearly basis in order to pass on valuable info and have new commissioners take the reigns
- b. UDO Review Committee
- c. Interlocal Agreement / Bylaws Committee
 - i. Bylaws amended and approved
- d. Education & Engagement Committee
 - i. EM reviews wins and fails email he sent of thoughts on Garden-to-Glass event

VII. New Business & Announcements

- a. Read bylaws before event
- b. Look for info from MF on last retreats and review prior to retreat

VIII. Adjournment

Notice Under the Americans with Disabilities Act - A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919-560-4197, fax 560-4196, TTY 919-560-1200, or ADA@DurhamNC.gov, as soon as possible but no later than 48 hours before the event or deadline date.